

**Enrolled Minutes of the Sixty-seventh Regular or Special Meeting  
For the Twenty-Eighth Highland Town Council  
Regular Plenary Business Meeting  
Monday, July 23, 2018**

*Study Session.* The Twenty-Eighth Town Council of the Town of Highland, Lake County, Indiana met in a study session preceding the regular meeting on Monday, July 23, 2018 at 6:40 O'clock P.M. in the regular place, the meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

**Silent Roll Call:** Councilors Bernie Zemen, Mark Herak, Dan Vassar, and Konnie Kuiper were present. Councilor Steve Wagner was absent owing to work. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

**General Substance of Matters Discussed.**

1. The Town Council reviewed and discussed the agenda of the imminent regular meeting.
2. The Town Council discussed the recent park board meeting regarding the proposed multi-purpose building addition to the Lincoln Community Center.

The study session ended at 6:59 O'clock p.m.

*Regular Plenary meeting.* The Twenty-Eighth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary meeting on Monday, July 23, 2018 at the regular starting time of 7:00 O'clock P.M. in the regular place, the plenary meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

The Town Council President, Mark A. Herak presided. The Town Clerk-Treasurer, Michael W. Griffin, was present to memorialize the proceedings. The meeting was opened with Councilor Bernie Zemen reciting the Pledge of Allegiance to the Flag of the United States of America and offering a prayer.

**Roll Call:** Present on roll call were Councilors Bernie Zemen, Mark Herak, Dan Vassar, Konnie Kuiper and Bernie Zemen. Councilor Steven Wagner was absent owing to a work commitment. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

**Additional Officials Present:** Rhett L. Tauber, Town Attorney; Peter T. Hojnicky, Police Chief; John M. Bach, Public Works Director; William R. Timmer, Jr., CFOD, Fire Chief; Alex M. Brown, CPRP, Parks and Recreation Superintendent; Kathy DeGuilio-Fox, Redevelopment Director; and Kenneth J. Mika, Building Commissioner were present.

*Also present:* Ed Dabrowski, IT Consultant (Contract); and Larry Kondrat of the Waterworks Board of Directors were also present.

**Minutes of the Previous Meetings:** The minutes of the regular meeting of 09 July 2018, and the Special Meeting of July 16, 2018 were approved by general consent.

**Special Orders:**

1. **Consideration of Proposed Additional Appropriations:** (non-controlled fund) Proposed Additional Appropriations in Excess of the 2018 Budget for the Downtown Allocation Area Fund in the amount of \$50,000.

- (a) Attorney verification of Proofs of Publication: The TIMES 11 July 2018. The Town Attorney stated that the proof of publication complied with IC 5-3-1.
- (b) **Public Hearing.** The Town Council President called the hearing to order. There were no comments written or spoken. The hearing was closed.
- (c) Action on **Appropriation Enactment No. 2018-29:** An Enactment Appropriating Additional Moneys Appropriations in Excess of the 2018 Budget for the Downtown Allocation Area Fund in the amount of \$50,000, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.

Councilor Zemen introduced and moved the consideration of Enactment No. 2018-29 at the same meeting of its introduction. Councilor Kuiper seconded. Upon a roll call vote, a unanimous vote being necessary, there were four affirmatives and no negatives. The motion passed. The Enactment could be considered at the same meeting of its introduction.

Councilor Zemen moved the passage and adoption of Enactment No. 2018-29 at the same meeting of its introduction. Councilor Kuiper seconded. Upon a roll call vote, a two-thirds vote being necessary, there were four affirmatives and no negatives. The motion passed. The Enactment was passed and adopted at the same meeting of its introduction.

**Town of Highland  
Appropriation Enactment  
Enactment No. 2018-29**

AN ENACTMENT APPROPRIATING ADDITIONAL MONEYS IN EXCESS OF THE ANNUAL BUDGET for the DOWNTOWN ALLOCATION AREA FUND ALL PURSUANT TO I.C. 6-1.1-18, and I.C. 36-5-3-5.

WHEREAS, Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the **Downtown Allocation Area Fund**;

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levies set under I.C. 6-1.1-17, all pursuant to I.C. 36-5-3-5;

NOW, THEREFORE BE IT ENACTED by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

**Section 1.** That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Downtown Allocation Area Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

DOWNTOWN ALLOCATION AREA FUND

Increase Account	
098-0000-4XXXX Streetscape Paver Intersection Replacement:	\$ 50,000.00
Total for the Fund:	\$ 50,000.00

**Section 2.** That the Clerk-Treasurer is hereby authorized and instructed to inform the Department of Local Government Finance of this action and that these monies be made available for expenditure pursuant to I.C. 6-1.1-18.

**Section 3.** That in satisfaction and for the purposes of the provisions set out in I.C. 36-5-2-9.6, I.C. 36-5-3-5, I.C. 36-5-4-2, this enactment shall be deemed properly filed and introduced before the Town Council at a regular or special meeting, properly called and convened pursuant to I.C. 5-1.5-14 *et seq.*

Introduced and Filed on the 23<sup>rd</sup> Day of July 2018. Consideration on the same day or at same meeting of introduction sustained a vote of 4 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 23<sup>rd</sup> Day of July 2018, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of  
HIGHLAND, INDIANA**

/s/Mark A. Herak, President (IC 36-5-2-10)

ATTEST:

/s/Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

**2. Consideration of Proposed Additional Appropriations:** (controlled funds): Proposed Additional Appropriations in Excess of the 2018 Budget for the Police Department of the Corporation General Fund in the amount of \$475.35 and in the Redevelopment General Fund in the amount of \$15,000.00.

(a) Attorney verification of Proofs of Publication: The TIMES 11 July 2018. The Town Attorney stated that the proof of publication complied with IC 5-3-1.

(b) **Public Hearing.** The Town Council President called the hearing to order. The following comments were received:

1. Thomas Black, 3315 Garfield Street, Highland, inquired whether the appropriation should be considered before the need for it is confirmed. *(It is noted that during the introduction the appropriation for the Redevelopment General Fund was in the event that some added economic development consulting was engaged. It was stated that it was convention to have the appropriation in place.)*
2. Terry Steagall, 8577 Kleinman Road, Highland, spoke in favor of the additional appropriation in the Redevelopment General Fund, stating that engaging a consultant to assist with economic development grants would be desirable.

There were no further comments. The Town Council President closed the hearing.

(c) Action on **Appropriation Enactment No. 2018-30:** An Enactment Appropriating Additional Moneys in Excess of the 2018 Budget for the Police Department of the Corporation General Fund in the amount of \$475.35 and in the Redevelopment General Fund in the amount of \$15,000.00, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.

Councilor Vassar introduced and moved the consideration of Enactment No. 2018-30 at the same meeting of its introduction. Councilor Kuiper seconded. Upon a roll call vote, a unanimous vote being necessary, there were four affirmatives and no negatives. The motion passed. The Enactment could be considered at the same meeting of its introduction.

Councilor Vassar moved the passage and adoption of Enactment No. 2018-30 at the same meeting of its introduction. Councilor Kuiper seconded. Upon a roll call vote, a two-thirds vote being necessary, there were four affirmatives and no negatives. The motion passed. The Enactment was passed and adopted at the same meeting of its introduction.

**Town of Highland**  
**APPROPRIATION ENACTMENT**  
**Enactment No. 2018-30**

**An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Police Department of the Corporation General Fund and in the Redevelopment General Fund, all pursuant to I.C. 6-1.1-18, I.C. 36-5-3-5, et seq.**

**WHEREAS,** Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the

**Metropolitan Police Department of the Corporation General Fund, and the Redevelopment General Fund;**

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levy set under I.C. 6-1.1-17, all pursuant to I.C. 36-5-3-5;

NOW, THEREFORE BE IT ENACTED by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

**Section 1.** That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Redevelopment General Fund** and for the purposes herein specified, subject to the laws governing the same:

REDEVELOPMENT GENERAL FUND

Increase:		
Acct. 094-0000-31003 Consultant Fees		\$ 15,000.00
	Total for Series:	\$ 15,000.00
<b>Total for Fund:</b>		<b>\$ 15,000.00</b>

**Section 2.** That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Metropolitan Police Department of the Corporation General Fund** and for the purposes herein specified, subject to the laws governing the same:

CORPORATION GENERAL FUND

**Metropolitan Police Department**

Increase		
Acct. 001-0009-43005 Other Equipment		\$ 475.35
	Total for Series:	\$ 475.35
<b>Total for Fund:</b>		<b>\$ 475.35</b>

**Section 3.** That the Clerk-Treasurer is hereby authorized and instructed to inform the Indiana Department of Local Government Finance of this action and that these moneys be made available for expenditure **subject to an order** of the Commissioner, pursuant to IC 6-1.1-18.

**Section 4.** That in satisfaction and for the purposes of the provisions set out in I.C. 36-5-2-9.6, I.C. 36-5-3-5, I.C. 36-5-4-2, this enactment shall be deemed properly filed and introduced before the Town Council at a regular or special meeting, properly called and convened pursuant to I.C. 5-1.5-14 *et seq.*

Introduced and Filed on the 23<sup>rd</sup> Day of July 2018. Consideration on the same day or at same meeting of introduction sustained a vote of 4 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 23<sup>rd</sup> Day of July 2018, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of  
HIGHLAND, INDIANA

/s/Mark A. Herak, President (IC 36-5-2-10)

ATTEST:

/s/Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

**Appointments:**

*Executive Appointments (May be made in meeting or at another time)*  
**(Appointments have been placed on agenda in case there is readiness to act)**

- 1. Shared Ethics Advisory Commission.** (1) Appointment to be made by Town Council President. *(Note: Fill vacancy made by resignation of Rev. Arthur Burkman.) (Made pursuant to Article 5, Subdivision (A) of the Interlocal Cooperation Agreement Establishing the Shared Ethics Entity. Qualifications are to be persons who live work or hold property in the*

*county. Further persons appointed must be of good character and not hold any positions within the local government.)*

Council President Herak, as municipal executive, announced his intention to appoint **Rev. Tim Huizenga, \_\_\_\_\_, Highland, Indiana** as the successor appointment to the Shared Ethics Advisory Commission.

**General Orders and Unfinished Business:**

1. **Proposed Ordinance No. 1683:** An Ordinance To Still Further Amend Chapter 2.50 of the Highland Municipal Code Regarding the Public Records Management, All Pursuant To I.C. 36-1-5 and I.C. 5-14-3 Et Seq.

Councilor Zemen introduced and filed proposed Ordinance No. 1683. There was no further action on the ordinance.

2. **Proposed Special Enactment No. 2018-32:** A Special Enactment to Lawfully Approve Certain Wage and Salary Payments as well as Defining Status for Police Officer John Swisher Pending the Review of His Impairment, Catastrophic Injuries and Line of Duty Disability.

Councilor Vassar introduced and moved the consideration of Enactment No. 2018-32 at the same meeting of its introduction. Councilor Kuiper seconded. Upon a roll call vote, a unanimous vote being necessary, there were four affirmatives and no negatives. The motion passed. The Enactment could be considered at the same meeting of its introduction.

Councilor Vassar moved the passage and adoption of Enactment No. 2018-32 at the same meeting of its introduction. Councilor Kuiper seconded. Upon a roll call vote, a two-thirds vote being necessary, there were four affirmatives and no negatives. The motion passed. The Enactment was passed and adopted at the same meeting of its introduction.

TOWN OF HIGHLAND  
ENACTMENT NO. 2018-32

**A SPECIAL ENACTMENT TO LAWFULLY APPROVE CERTAIN WAGE AND SALARY PAYMENTS AS WELL AS DEFINING STATUS FOR POLICE OFFICER JOHN SWISHER PENDING THE REVIEW OF HIS IMPAIRMENT, CATASTROPHIC INJURIES AND LINE OF DUTY DISABILITY.**

**WHEREAS**, The Town Council is the fiscal and legislative body of the Town of Highland, pursuant to IC 36-5 et sequitur;

**WHEREAS**, IC 36-1-3-2 confers upon all local units the powers that they need for the effective operation of government as to local affairs;

**WHEREAS**, IC 36-1-3-6 (b)(1) prescribes that any such exercise of power shall be authorized through enactment of an ordinance passed by the legislative body; and

**WHEREAS**, IC 36-1-4, sections 14 and 15 provide in pertinent parts for the establishment of a system of employment for any class of employee and for fixing the level of compensation of its officers and employees; and

**WHEREAS**, IC 36-5, Chapters 3 and 4 provide additional authority and guidelines for fixing the level of compensation of officers and employees in towns; and

**WHEREAS**, Police Officer First Class John Swisher, was on duty, responding to a call for service on December 10, 2016 at 12:57 a.m. heading northbound on the 9100 Block of Kennedy Avenue, Highland, when a southbound car operated by a legally intoxicated driver, crashed into him, head-on at a high rate of speed; and

**WHEREAS**, Police Officer First Class John Swisher, sustained catastrophic injuries, enduring several surgeries and medical interventions to repair many broken bones, experiencing protracted, extensive treatments and physical therapy from the date of the incident through the end of January 2018; and,

**WHEREAS**, Police Officer First Class John Swisher, has not been able to perform or return to any work including his duties as a Highland Police Officer, since the line of duty accident and attendance injuries from December 10, 2016 through the present date;

**WHEREAS**, The Town Council has been further advised that Police Officer First Class John Swisher has exhausted his sickness disability/workers compensation paid time off as provided by Section 5.01.01 and Section 6.02.02 of the Compensation and Benefits Ordinance commonly called the Employee Handbook, as of June 9, 2018;

**WHEREAS**, The Town Council has been further advised that Police Officer First Class John Swisher applied for and received a determination from the State System Director regarding his catastrophic injuries sustained while on duty, his resulting permanent impairment, and his award of a line of duty disability pension, under IC 36-8-8 et seq., but is considering the next steps regarding the determination before accepting the line of duty disability pension;

Whereas, The Town Council now desires to take the proper steps to authorize and approve lawful continued payment to extend his status for the purposes of workers compensation and sickness disability, for a limited period of time, provided under the provisions of the Compensation and Benefits Ordinance of the Town and the most recently adopted and effective wage and salary ordinance,

**NOW, THEREFORE, BE IT HEREBY ENACTED** by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

**Section 1.** That the Town Council makes the following findings and determinations, pursuant to its authority under IC 36-1-4-16 to ratify the actions of officers *post hoc*, as well as the authority described in the preamble to this enactment:

(A) That the Highland Town Council finds and determines that Police Officer First Class John Swisher, was on duty, responding to a call for service on December 10, 2016 at 12:57 a.m. heading northbound on the 9100 Block of Kennedy Avenue, Highland, when a southbound car operated by a legally intoxicated driver, crashed into him, head-on at a high rate of speed;

(B) That the Highland Town Council further finds and determines that Police Officer First Class John Swisher, sustained catastrophic injuries, enduring several surgeries and medical interventions to repair many broken bones, experiencing protracted, extensive treatments and physical therapy from the date of the incident through the end of January 2018;

(C) That the Highland Town Council still further finds and determines that Police Officer First Class John Swisher, has not been able to perform or return to any work including his duties as a Highland Police Officer, since the line of duty accident and attendance injuries from December 10, 2016 through the present date;

(D) That the Highland Town Council still further finds and determines that Police Officer First Class John Swisher has applied for and received a determination from the State System Director regarding his catastrophic injuries sustained while on duty, his resulting permanent impairment, and his award of a line of duty disability pension, under IC 36-8-8 generally and IC 36-8-8-13.3(f) in particular but is considering the next steps regarding the adequacy of the determination before accepting the line of duty disability pension;

(E) That the Highland Town Council still further finds and determines that Police Officer First Class John Swisher has exhausted his sickness disability/workers compensation paid time off as provided by Section 5.01.01 and Section 6.02.02 of the Compensation and Benefits Ordinance commonly called the Employee Handbook, as of June 9, 2018;

**Section 2.** That based upon the forgoing, the Town Council does hereby authorize and approve the following:

(A) That pursuant to its authority under IC 36-1-4-16 to ratify the actions of officers *post hoc*, notwithstanding the provisions of Sections 5.01.0, 6.02.01 and 6.02.02 regarding workers compensation and sickness disability leave in the Compensation and Benefits Ordinance, all wages paid to Patrol Officer John Swisher in the partial pay period of June 10 to June 16, and all bi-weekly wages in the full pay periods of June 17 to June 30, 2018 and July 1 through July 14, 2018 are hereby approved, authorized and ratified;

(B) That further, notwithstanding provisions of Sections 5.01.0, 6.02.01 and 6.02.02 regarding workers compensation and sickness disability leave in the Compensation and Benefits Ordinance, Patrol Officer Swisher shall be deemed to be in workers compensation sickness disability status for a period not to exceed the pay period ending on September 22, 2018 and paid on September 28, 2018 to the extent it's lawful, while Officer Swisher is considering next steps regarding the adequacy of the determination from the State System Director and before accepting the line of duty disability pension, unless a revised determination is made earlier regarding Officer Swisher's line of duty disability pursuant to IC 36-8-8-13.3(f);

(C) That this extension provides approximately seventy days of extended status as an employee and shall be revisited by the Town Council at the end that period, and shall not extend beyond the provisions set forth herein, unless subsequent action by the Town Council ensues;

**Section 3.** That the adoption of this enactment shall in no way be construed as a precedent for the subject department or any other department of the municipality, nor shall it be construed as creating an entitlement for any other workers in any other department, but rather the provisions in this enactment are specific, unique and particularly conferred for a public safety worker who has suffered and endured a unique, unusual, *profound and "catastrophic physical personal injury"* while in the line of duty;

**Section 4.** That authority under this enactment shall be seen as complimentary to and not in derogation of the authority of the Clerk-Treasurer under IC 36-5-6-6, and that the payments authorized under this enactment, are hereby deemed to be a type of expense identified under IC 36-5-4-12(b)(10) & (13).

Introduced and Filed on the 23<sup>rd</sup> day of July 2018. Consideration on same day or at same meeting of introduction sustained a vote of 4 in favor and a vote of 0 opposed, pursuant to IC 36-5-2-9.8.

**DULY ORDAINED and ADOPTED** this 23<sup>rd</sup> day of July 2018, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of  
HIGHLAND, INDIANA**

/s/ Mark A. Herak, President (IC 36-5-2-10)

**Attest:**

/s/ Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

- 3. Works Board Order No. 2018-25:** An Order Approving and Authorizing Supplemental Agreement No. 1 between First Group Engineering, Incorporated and the Town of Highland to perform Professional Engineering Services during Construction for the 45<sup>th</sup> Avenue and 5<sup>th</sup> Avenue Intersection Improvement Rendering no changes to the amount not-to-exceed \$100,332.87.

Councilor Kuiper moved the passage and adoption of Works Board Order No. 2018-25. Councilor Zemen seconded. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The order was adopted.

**TOWN OF HIGHLAND  
BOARD OF WORKS  
ORDER OF THE WORKS BOARD NO. 2018-25**

**AN ORDER APPROVING AND AUTHORIZING SUPPLEMENTAL AGREEMENT NO. 1 BETWEEN  
FIRST GROUP ENGINEERING, INCORPORATED AND THE TOWN OF HIGHLAND TO PERFORM  
PROFESSIONAL ENGINEERING SERVICES DURING CONSTRUCTION FOR THE 45<sup>TH</sup> AVENUE AND  
5<sup>TH</sup> AVENUE INTERSECTION IMPROVEMENT RENDERING NO CHANGES TO THE AMOUNT NOT-  
TO-EXCEED \$100,332.87**

**Whereas,** The Town of Highland, through its Town Council, which is the Works Board of the Municipality pursuant to I.C. 36-1-2-24(3), has heretofore determined that a need exists to improve the intersection of 45<sup>th</sup> Avenue and 5<sup>th</sup> Street and to procure design engineering services associated with said street reconstruction and other improvements, to be known as the 45<sup>th</sup> and 5<sup>th</sup> Street Intersection Improvement Project (Project);

**Whereas,** The Town had procured a Federal-Aid Construction Funding Grant for the Project from the Indiana Department of Transportation (INDOT), programmed through the Northwest Indiana Regional Planning Commission (NIRPC); and

**Whereas,** The Town of Highland, through its Town Council, which is the Works Board of the Municipality pursuant to I.C. 36-1-2-24(3), as the Local Participating Agency (LPA) did adopt **Works Board Order No. 2018-08, on January 22, 2018**, which procured and approved professional construction engineering services from First Group Engineering, Incorporated, for the 45<sup>th</sup> and 5<sup>th</sup> Street Intersection Improvement Project (Project) to provide and furnish the aforementioned services in consideration for fees to be charged and billed monthly based upon a lump sum of the value of the scope of engineering services completed as described in the agreement, for fees and charges not to exceed One Hundred Thousand Three Hundred Thirty-three Dollars and 87 cents (\$100,332.87);

**Whereas**, First Group Engineering, Incorporated wishes to update its negotiated hourly billing rate schedule located in appendix "D" of the agreement due to changes in its classification rates;

**Whereas**, If approved, the changes authorized and approved in the supplemental agreement will make no net change as described in the agreement, as fees and charges are not to exceed One Hundred Thousand Three Hundred Thirty-three Dollars and 87 cents (\$100,332.87);

**Whereas**, There are sufficient and available appropriations balances on hand to support the payments under the agreement, pursuant to IC 5-22-17-3(e) or by the required vote set forth in IC 36-1-12-3.5, the Town Council determines that it is expedient and is in the best public interest to employ these professional engineering services in furtherance of this project; and

**Whereas**, The Town of Highland, through its Town Council now desires to approve accept the supplemental services agreement for services as herein described,

**Now Therefore Be it Ordered** by the Town Council of the Town of Highland, Lake County, Indiana acting as the Works Board of the Town as follows:

**Section 1.** That Professional Engineering Services during Construction Supplemental Agreement No. 1, (incorporated by reference and made a part of this Order) between First Group Engineering, Incorporated and the Town of Highland for the 45th and 5th Street Intersection Improvement Project, is hereby approved, adopted and ratified in each and every respect;

**Section 2.** That the terms and charges under the supplemental agreement No. 1 for Professional Engineering Services during Construction remain unchanged at the not to exceed amount of One Hundred Thousand Three Hundred Thirty-three Dollars and 87 cents (\$100,332.87) is found to be reasonable and fair;

**Section 3.** That the supplemental agreement update to its negotiated hourly billing rate schedule in Appendix "D" due to changes in its classification rates, are hereby approved in all respects;

**Section 4.** That the Town of Highland, through its Town Council, believes that First Group Engineering, Incorporated has demonstrated professional competence and has the qualifications to perform the particular professional engineering services called for in the Agreement and associated project, pursuant to I.C. 5-16-11.1-5;

**Section 5.** That the President of the Town Council be authorized to execute the Agreement with his signature as attested thereto by the Clerk-Treasurer.

**Be it so Ordered.**

**DULY, PASSED and ORDERED** by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 23<sup>rd</sup> day of July 2018 having passed by a vote of 4 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of  
HIGHLAND, INDIANA**

/s/Mark A. Herak, President (IC 36-5-2-10)

**Attest:**

/s/Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer (IC 33-42-4-1;IC 36-5-6-5)

- 4. Works Board Order No. 2018-26:** An Order Authorizing and Approving the First Change Order to the Contract with Rieth-Riley Construction Company, Inc. related to the Kennedy Avenue Resurfacing Project, all Pursuant to I.C. 36-1-12-18.

Councilor Zemen moved the passage and adoption of Works Board Order No. 2018-26. Councilor Vassar seconded. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The order was adopted.

**The Town of Highland  
Order of the Works Board No. 2018-26**

**An Order Authorizing and Approving the First Change Order to the Contract with Rieth-Riley Construction Company, Inc. related to the Kennedy Avenue Resurfacing Project, all Pursuant to I.C. 36-1-12-18**

**Whereas**, The Town of Highland, through its Town Council, which is the Works Board of the Municipality pursuant to I.C. 36-1-2-24(3), has heretofore authorized and approved a public works project for street resurfacing and other improvements in the public roadway of Kennedy Avenue between 45th Avenue and Main Street, with the project commonly known as the Kennedy Avenue Resurfacing Project; and

**Whereas**, The Town Council has heretofore awarded a contract to Rieth-Riley Construction Company, Inc., for the Project on **March 26, 2018** in the amount of **Two Hundred Ninety-three Thousand Nine Hundred Sixty-Six Dollars and 66/100 Cents (\$293,966.66)**; and

**Whereas**, During the course of construction of the Project, it has become necessary to change or alter the original specifications of the project and include the repair and resurfacing of the CN Railroad crossing; and

**Whereas**, First Group Engineering, Incorporated, a licensed engineer performing construction engineering services on this project, at the request of the Town, through the Public Works Director, has specifically identified and presented a description of such changes as one (1) proposed first addendum to the original construction contract with Rieth-Riley Construction Company, Inc., particularly in support of costs associated with several bid items, which has a net effect of increasing the contract cost by the amount of **Eleven Thousand Nine Hundred Seventy-one Dollars and 47/100 Cents (\$11,971.47)**; and

**Whereas**, The Town of Highland, through its Town Council which is also the Board of Works, now desires to accept and issue the order for change as described,

**Now Therefore Be it hereby Ordered** by the Town Council of the Town of Highland, Lake County, Indiana;

**Section 1.** That Change Order No. 1 for the **Kennedy Avenue Resurfacing Project**, as prepared by First Group Engineering, Inc., a licensed professional engineer performing construction engineering services on the Project, is hereby approved and authorized in each and every respect;

**Section 2.** That this first addendum is hereby ordered to be known as *Change Order No. 1*, issued to increase the net cost to the original agreement between the Town of Highland and Rieth-Riley Construction Company, Inc., in the amount of **Eleven Thousand Nine Hundred Seventy-one Dollars and 47/100 Cents (\$11,971.47)**, bringing the total value of the entire agreement with any and all change orders approved to date to **Three Hundred Five Thousand Nine Hundred Thirty-eight Dollars and 13/100 Cents (\$305,938.13)**;

**Section 3.** That as any additional units of materials included in the original contract become needed, the costs of these units in this change order be the same as those shown in the original contract, all pursuant to IC 36-1-12-18(f);

**Section 4.** That the total of all change orders issued that increase the scope of this project may not exceed twenty percent (20%) of the amount of the original contract, that original contract being in the amount of **Two Hundred Ninety-three Thousand Nine Hundred Sixty-Six Dollars and 66/100 Cents (\$293,966.66)**, which may not exceed **Three Hundred Fifty-two Thousand, Seven hundred Fifty-nine Dollars and 99/100 Cents (\$352,759.99)**, all pursuant to IC 36-1-12-18(d);

**Section 5.** That the proper officers hereby be and are authorized to execute the necessary documents with their signatures.

**Be it So Ordered.**

**Duly, Passed, Adopted and Ordered** by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 23<sup>rd</sup> day of July 2018 having passed by a vote of 4 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of  
HIGHLAND, INDIANA**

/s/Mark A. Herak, President (IC 36-5-2-10)

Attest:

/s/Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

5. ***Commendation Letter for Day Off and Signature Authorization.*** Action to approve *Letters of Commendation* for exemplary public service leading to the award of a single paid day off for several workers in the Metropolitan Police Department. Pursuant to Section 4.13 of the Compensation and Benefits Ordinance, for the day off to be effective requires the approval of the board of jurisdiction and the Town Council. The Town Board of Metropolitan Police Commissioners has granted preliminary approval to several letters of commendation regarding several employees who have worked six

months without calling off sick and without experiencing an “at fault accident”. Action should include approval for the members of the Town Council to sign the letters of commendation. *The Police Chief and the Town Board of Metropolitan Police Commissioners are asking for approval of a letter of commendation for six months of work without calling off and not having an at-fault accident for the following:*

*Assistant Chief Pat Vassar  
Commander Ralph Potesta  
Commander John Banasiak  
Sergeant Glenn Cox  
Corporal Jason Hildenbrand  
Corporal Brian Stanley  
Corporal Michael Yonkman  
Lance Corporal Gregory Palmer  
Officer Thomas Manyek*

*Corporal David Byers  
Officer Michael Grasc  
Officer Richard Hoffman  
Detective Lee Natelborg  
Detective Darren Conley  
Officer Gerardo Garza, Jr.  
Officer Joel Sullivan  
Officer Tiffany Perez*

Councilor Zemen moved to approve the letters of commendation for all officers named except Assistant Chief Pat Vassar, and to authorize the individual members of the Town Council to sign the letter. Councilor Kuiper seconded. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The letters of commendation were approved as indicated and the Town Council members were authorized to sign as well.

Councilor Zemen moved to approve the letter of commendation for Assistant Chief Pat Vassar, and to authorize the individual members of the Town Council to sign the letter. Councilor Kuiper seconded. Upon a roll call vote, there were three affirmatives, no negatives and one abstention. With Councilors Zemen, Kuiper and Herak voting in the affirmative and Councilor Vassar abstaining, the motion passed. The letter of commendation was approved as indicated and the Town Council members were authorized to sign as well.

- 6. Resolution No. 2018-31:** A Resolution Approving an Interlocal Cooperation Agreement between the Incorporated Town of Highland and the School Town of Highland for the Utilization of School Resource Officer Program Services.

Councilor Vassar moved the passage and adoption of Resolution No. 2018-31. Councilor Zemen seconded. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The resolution was adopted.

**TOWN OF HIGHLAND  
TOWN COUNCIL RESOLUTION No. 2018-31**

**A Resolution Approving an Interlocal Cooperation Agreement between the Incorporated Town of Highland and the School Town of Highland for the Utilization of School Resource Officer Program Services**

**WHEREAS**, Indiana Code 36-1-7-1, et seq., allows local government entities to make the most efficient use of the powers by enabling them to mutually utilize services for the mutual benefit of each other; and

**WHEREAS**, The Incorporated Town of Highland and the School Town of Highland, Lake County, Indiana are municipal corporations empowered by the aforesaid Interlocal Cooperation Act, as amended, with authority to contract with each other on a basis of mutual advantage so as to better provide public services and facilities at a shared cost; and

**WHEREAS**, The Incorporated Town of Highland and the School Town of Highland desire to enter into a joint agreement pursuant to IC 36-1-7-1, et seq., to provide for the ability and flexibility to obtain for the Highland Students certain gang resistance training, a heightened law enforcement presence in the local public schools as well as other related services for the mutual benefit of the participating entities, and at a shared cost;

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Highland, Lake County as follows:

**Section 1.** A joint agreement, a copy of which is attached and incorporated herein by reference, among and between the Incorporated Town of Highland and the School Town of Highland entered into by the Town of Highland by and through its Town Council, this 23<sup>rd</sup> Day of July 2018 is hereby authorized and approved in each and every respect.

**Section 2.** The purpose of this agreement is to authorize and allow the Town Council of the Town of Highland and the School Board of Trustees to act as a joint board of the two participating entities to mutually support and utilize certain specified services associated with the School Resource Officer Program for the mutual benefit of the participating entities at shared costs.

**Section 3.** The Clerk-Treasurer of the Town of Highland is hereby authorized to execute the duties related to the payment, collection and accounting for all moneys of this joint undertaking, pursuant to the terms of this agreement, in a manner that is mutually acceptable with the duly constituted and acting fiscal officer of the School Town of Highland.

**Section 4.** The governing boards of the participating entities may be convened as a joint board, or may act as a joint board at separate meetings of the respective governing bodies of the participating entities in which the entities concur.

**Section 5.** The governing boards of the participating entities may create a committee comprised of representatives from both participating entities or may designate a single individual from each of the participating entities, which may perform such administrative ministerial duties as the joint board may direct and the agreement may provide.

**Section 6.** The President of the Highland Town Council and the Clerk-Treasurer are hereby authorized to execute the joint Interlocal Governmental Agreement with their signatures and any additional documents in order to implement the agreement.

**Section 7.** This agreement shall be effective as indicated in and pursuant to its provisions, after the agreement has been authorized and approved by each of the participating entities, evidenced by passage and adoption of a similar Resolution all pursuant to I.C. 36-1-7-2.

**Section 8.** That upon its approval, this agreement repeals the agreements governing the school resource officer program, the first adopted January 17, 1997 and its succeeding agreements.

**Section 9.** That before this agreement takes effect, it must be recorded with the Office of the Lake County Recorder. No later than sixty (60) days after it takes effect and is recorded, the agreement must be filed with the Office of the State Board of Accounts for audit purposes, all pursuant to I.C. 36-1-7-6.

**Duly Adopted** by the Town Council of the Town of Highland, Lake County, Indiana, this 23<sup>rd</sup> day of July 2018. Having been passed by a vote of 4 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of  
HIGHLAND, INDIANA**

/s/Mark A. Herak, President (IC 36-5-2-10)

Attest:

/s/Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

**INTERGOVERNMENTAL AGREEMENT**

This Interlocal Governmental Agreement made and entered into in accordance with I.C. 36-1-7 by and between the TOWN OF HIGHLAND (hereinafter called "Town") and the SCHOOL TOWN OF HIGHLAND (hereinafter called "School Town"), both municipal and corporations organized and operating under the laws of the State of Indiana.

**WITNESSETH THAT:**

**WHEREAS**, The Town desires to provide a Town of Highland Police Officer to the School Town to serve in the capacity as School Resource Officer to instruct both the G.R.E.A.T. curriculum and the Officer Friendly program, and to perform other related duties.

**THEREFORE, IT IS AGREED AS FOLLOWS:**

1. The Town agrees to provide to the School Town the service of one (1) Highland police officer to serve as a School Resource Officer. The purpose of the School Resource Officer will be to minimize the potential for hate crimes/bullying, alcohol and drug-related use, gang-related activities, and disruption and/or criminal behavior in and around schools, such as theft, vandalism, truancy, etc. in the most effective and efficient manner possible. Said officer, who shall remain an employee of the Town, shall provide services as presented in a School Resource Officer Job Description, a copy of which is on file with the Town and the School Town. Said job description may be amended from time to time by a written amendment to this Agreement signed by representatives of both parties.

2. In consideration of the same, the School Town agrees to pay for said services in accordance with the terms of this Agreement the amount of **\$73,201.99 for a period of 180 days** during the **2018-2019** school year. The basis for said compensation to the Town is presented as an exhibit to this agreement incorporated herein by reference. The School Town's compensation shall be paid in two (2) equal installments, as follows:

- (A) the first being due on or before December 31, 2018;
- (B) the second payment being due on or before June 30, 2019.

3. The Clerk-Treasurer of the Town shall be authorized to execute the duties of receiving payments from the School Town as described in paragraph two (2) and of disbursing and accounting for all such monies in a manner consistent with the terms of this Agreement.

4. The School Resource Officer will be assigned on a full-time basis to the School Town the equivalent of up to one hundred eighty (180) days during the school year. The School Town will only be financially responsible for the equivalent number of days actually worked by the School Resource Officer.

5. The School Resource Officer will wear clothing that will easily identify him or her as a police officer.

6. The School Resource Officer will not take personal time off when school is in session. If sick, he must notify the receptionist at the School Town Administration Center. A substitute may be assigned subject to mutual approval of the Police Chief and the School Superintendent.

7. Lunch must be eaten in a School Town cafeteria unless prior arrangements have been made with the Superintendent/designee.

8. The Town will assume all costs and responsibility of initial and ongoing training associated with the School Resource Officer position. Any vehicle or additional equipment or expenses necessary for the program shall be paid for by the Town.

9. The Town shall be responsible for selecting the police officer to serve as the School Resource Officer, subject to the consent and approval of the School Town. The School Town has final authority on the content of all instructional materials used by the School Resource Officer.

10. The administration of the terms of this Agreement shall supersede any previous Agreement and shall be accomplished through the Superintendent of the School Town or designee and the Chief of Police or designee.

11. Any other provision of this Agreement to the contrary notwithstanding this Agreement may be changed or modified only with the written consent of both parties.

12. All notices or communications provided herein shall be in writing and delivered either in person or via certified or registered United States mail, return receipt requested, and with the proper postage prepaid, addressed to the party for whom such notice or communication is intended.

13. Should any part, term, or provision of this Agreement be determined by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining portion or provisions shall not be affected thereby.

14. No failure or delay in performance of the executed service Agreement by either party shall be deemed to be a breach when such failure or delay is occasioned by or due to any Act of God, strike, lockout, war, riot, epidemic, explosion, sabotage, the binding order of any court or governmental authority, or any other cause, whether of the kind enumerated above or otherwise, not within the control of the party claiming suspension, actually provided that no cause or contingency shall relieve the School Town of its obligation to make payment for the services of the School Resource Officer programs actually provided by the Town.

15. This Interlocal Agreement may be executed in several counterparts, each of which when so executed shall be deemed to be an original, and such counterparts, together, shall constitute but one and the same instrument, which shall be sufficiently evidenced by any such original counterpart.

16. Before this agreement takes effect, it must be recorded with the Office of the Lake County Recorder. No later than sixty (60) days after it takes effect and is recorded; the agreement must be filed with the Office of the State Board of Accounts for audit purposes, all pursuant to I. C.36-1-7-6.

**Participant Counterpart**

**EFFECTIVE DATE.** This agreement shall be effective after the same has been ratified by each of the participating entities by Ordinance or Resolution all pursuant to I.C.36-1-7-2.

**IN WITNESS WHEREOF,** the parties have caused this Interlocal Agreement to be executed in their names and on their behalf as of the date first written above.

**TOWN OF HIGHLAND, INDIANA**  
3333 Ridge Road, Highland, Indiana 46322

Through its Town Council

By: \_\_\_\_\_  
Mark A. Herak, Town Council President

Attest:

\_\_\_\_\_  
Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer

Participant Execution Date: \_\_\_\_\_

Approved as to Legality and Form:

\_\_\_\_\_  
Rhett L. Tauber, Attorney

**Participant Counterpart**

**EFFECTIVE DATE.** This agreement shall be effective after the same has been ratified by each of the participating entities by Ordinance or Resolution all pursuant to I.C. 36-1-7-2.

**IN WITNESS WHEREOF,** the parties have caused this Interlocal Agreement to be executed in their names and on their behalf as of the date first written above.

**SCHOOL TOWN OF HIGHLAND, INDIANA**  
9145 Kennedy Avenue, Highland, Indiana 46322

Through its Board of Trustees

By: \_\_\_\_\_  
Carol Green Fraley, President

Attest:

\_\_\_\_\_  
Luann Jurczak, Secretary

Participant Execution Date: \_\_\_\_\_

Approved as to Legality and Form:

\_\_\_\_\_  
Rhett L. Tauber, Attorney

**Assumed Cost for School Resource Officer  
2018-2019  
Exhibit**

	2018	2019	
<b>Salary</b>			
Base Salary 1st Class Patrol Officer	\$61,561.24	\$61,561.24	
Assigned officer's longevity	\$1,393.60	\$1,497.60 #	
One Time Pay Premium			
<b>Subtotal:</b>	<b>62,954.84</b>	<b>63,058.84</b>	
<b>Benefits</b>			
Medical Insurance (Family coverage)	\$22,122.12	\$24,334.33 **	
Employer Contribution to Health Savings Account	\$2,892.00	\$2,892.00	
Dental Insurance	\$1,507.92	\$1,507.92 **	
Life Insurance (.186 per \$1000 of gross payroll, up to \$50k)	\$111.60	\$111.60	
Dependent life insurance coverage (\$1.50/mo)	\$18.00	\$18.00	
Medicare	\$912.85	\$914.35	
Employer Contribution to PERF	\$12,734.31	\$12,734.31 ***	
Workers Compensation Insurance (2.06/\$100 salary)	\$1,296.87	\$1,299.01	
Law Enforcement Liability Insurance (no discrete premium)			
<b>Subtotal Benefits:</b>	<b>\$41,595.66</b>	<b>\$43,811.53</b>	
<b>Grand Total:</b>	<b>\$104,550.50</b>	<b>\$106,870.37</b>	
Instruction Days: 180			
School Year Days: 260	<b>2018</b>	<b>2019</b>	
	<i>Daily rate based upon 260 days</i>		
** Assumes a 10% increase	\$ 402.12	\$ 411.04	
School Compensation for 2018-2019 School Year:			
<b>FIRST SEMESTER:</b> 2018 Days Students are in School = 88 based upon school calendar			
Daily rate: $=(\$104,550.50/260) = \$402.12$	Semester 1:	\$ 35,386.32	\$35,386.32
<b>SECOND SEMESTER:</b> 2019 Days Students are in School = 92			
Daily rate: $(\$106,870.37/260) = \$411.04$	Semester 2:	\$ 37,815.67	\$37,815.67
*** PERF PUBLIC SAFETY Employer is 17.5%	<b>School Total:</b>	<b>\$ 73,201.99</b>	
the 1st Class Patrol Officer plus 20 years longevity			
1st Installment Due by December 31, 2018:		<b>\$ 36,601.00</b>	
2nd Installment Due by June 30, 2019:		<b>\$ 36,601.00</b>	

7. **Authorizing the proper officer to publish legal notice of a public hearing: Public Hearing** to consider additional appropriations in the amount of \$25,000 in the **Municipal Cumulative Street Fund.**

Councilor Zemen moved to authorize the proper officer to publish legal notice as indicated. Councilor Kuiper seconded. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The publication of legal notice for the public hearing as indicated was authorized.

*Colloquy.* With leave from the Town Council, there was a colloquy between the Town Council and the Public Works Director regarding the need to reinstate the foot inspections of sidewalk inventory.

**Comments from the Town Council:**

- **Councilor Bernie Zemen:** *Chamber of Commerce Co-Liaison • IT Liaison • Liaison to the Board of Waterworks Directors • Liaison to the Community Events Commission.*

Councilor Zemen acknowledged the Redevelopment Director, who offered a brief survey regarding prospective new businesses at the site of the former Lincoln's Restaurant and the former Singer Sewing Machine Store.

- **Councilor Dan Vassar:** *Liaison to the Park and Recreation Board.*

Councilor Vassar acknowledged the Parks and Recreation Superintendent, who offered a brief survey of the forthcoming events, including the Community Theater presentation of "Sleeping Beauty" at Main Square, and the hosting of the NSA Girls Fast pitch Softball Championship.

Councilor Vassar also inquired about the status of sidewalk installation for the residence of 8721 Orchard Drive. The parents of the resident there noted that she is mobile with a wheelchair and that the house has no sidewalks and inquired about the possible installation of sidewalks by the Town. (This matter had been discussed at prior Town Council study sessions on June 18 and July 2, 2018.

In pursuing possible ways and means, it was noted that CDBG funding was already fully programmed and not available. The Public Works Director indicated that he would continue to review lawful measures to address the request made for the resident.

- **Councilor Steve Wagner:** • *Advisory Board of Zoning Appeals Liaison.*

Councilor Wagner was absent owing to a work related matter.

- **Councilor Konnie Kuiper:** • *Fire Department, Liaison • Chamber of Commerce Co-Liaison.*

Councilor Kuiper acknowledged the Fire Chief who reported on Superior Ambulance retrofitting its Griffith and Highland fleet with the "Opticom" feature.

- **Councilor President Mark Herak:** *Town Executive • Chair of the Board of Police Pension Trustees • Budget and Finance Chair • Liaison to the Board of Sanitary Commissioners • Town Board of Metropolitan Police Commissioners, Liaison.*

The Town Council President acknowledged the Redevelopment Director who reported on the Downtown Businesses conducting a district wide sidewalk sale

on July 25. She further reported that the Town would be conducting a "Last Call" for summer event at Main Square on August 11.

The Town Council President noted that the Highland Lion's Club was hosting its chapter event commemorating the 75<sup>th</sup> Anniversary of the Club, on August 3, 2018.

The Town Council President acknowledged the Building Commissioner who offered a survey of ABZA matters.

The Town Council President acknowledged the Public Works Director who offered a status report on the 45<sup>th</sup> and 5<sup>th</sup> Street Intersection Improvement Project.

The Town Council President acknowledged the Police Chief who thanked the Town Council and the Clerk-Treasurer for its action on Enactment No. 2018-32.

#### **Comments from Visitors or Residents:**

1. Larry Kondrat, 8115 4th Place, Highland, asked about the purpose of a construction activity near LaPorte Street and Kennedy Avenue. It was noted that it was work conducted by NIPSCO, replacing gas lines and related infrastructure.

With leave from the Town Council, Councilor Vassar noted that streets on the 9300-9400 of Saric Drive seem to be in need of repair.

Mr. Kondrat asked about the project to raise the bridge at north Kennedy Avenue at the Little Calumet River. The Public Works Director indicated that it would take two construction seasons.

2. Terry Steagall, 8577 Kleinman Road, Highland, thanked Councilors Vassar and Zemen for attending the recent meeting of the Little Calumet River Basin Development Commission when it considered the license extension for the Maya Energy Project. It was noted that the license was extended for six months. Mr. Steagall appealed again for the municipality to oppose the Maya Waste to Energy Project.

**Payment of Accounts Payable Vouchers.** There being no further comments from visitors or residents, Councilor Kuiper moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period **July 14, 2018 through July 23, 2018** and the **payroll dockets for June 22 and July 06, 2018**. Councilor Zemen seconded. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The accounts payable vouchers for the vendor docket were allowed, payments allowed in advance were ratified, the payroll dockets listed were ratified and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

#### **Vendors Accounts Payable Docket:**

**General Fund, \$301,275.91; Motor Vehicle Highway and Street (MVH) Fund, \$29,619.94; Local Road and Street (LR&S) Fund, \$249,723.50; Law Enforcement Continuing Education, Training, and Supply Fund, \$166.00; Corporation Bond and Interest, \$433,000.00; Gasoline Agency Fund, \$20,826.57; Information and Communications Technology Fund, \$5,550.48; Civil Donation Fund, \$5.00; Special Events Non-Reverting Fund, \$724.05; Police Pension Trust Fund, \$68,228.48; Traffic Revenue and Law Violations Fund, \$19,876.00; and Economic Development LIT Fund, \$100,000.00; Total: \$1,228,995.93.**

**Payroll Docket for payday of June 22, 2018:**

**Council, Boards and Commissions, \$10,567.00; Office of Clerk-Treasurer, \$13,558.37; Building and Inspection Department, \$8,606.77; Metropolitan Police Department, \$121,336.52; Fire Department, \$3,864.29; Public Works Department (Agency), \$71,119.16; and Police Pensions, \$67,734.90. Total Payroll: \$296,787.01.**

**Payroll Docket for payday of July 06, 2018:**

**Council, Boards and Commissions, \$0.00; Office of Clerk-Treasurer, \$13,856.59; Building and Inspection Department, \$7,977.54; Metropolitan Police Department, \$130,399.73; Fire Department, \$3,618.67; Public Works Department (Agency), \$68,730.70; and Police Pensions, \$0.00. Total Payroll: \$224,583.23.**

**Adjournment of Plenary Meeting.** Councilor Vassar moved that the plenary meeting be adjourned. Councilor Kuiper seconded. Upon a vote *viva voce*, the motion passed. The regular plenary meeting of the Town Council of Monday, July 23, 2018 was adjourned at 7:55 O'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer